

**The Long Range Planning Committee
Charter
Final DRAFT August 23, 2012**

The Long Range Planning Committee (Committee) serves as a standing committee of the California State 9-1-1 Advisory Board (Board) and purpose is:

Purpose

- Assist the Board in developing and implementing the Long-Range Plan for the California Technology Agency, California 9-1-1 Emergency Communications Office, which embodies those elements that are essential to maintaining 9-1-1 as the premier resource for help during emergencies.
- Undertake special long-range planning assignments as directed by the Board. These assignments may include, but will not be limited to the following: (1) clarification of the vision and values, assessments of the external and internal environments to identify strengths, weaknesses, opportunities, and threats; (2) identification of the strategic issues facing 9-1-1; (3) developing actionable items and recommendations to assist the 9-1-1 Office in meeting the goals and objectives set forth in the Strategic Plan and Roadmap.
- Conduct studies and facilitate discussions among potential stakeholders.
- Establish a planning horizon for recommendations.
- Act as a facilitator in considering new projects by sharing such information with the Board and stakeholders.
- Assist other committees and stakeholders in achieving the quarterly increments of the long-range goals.
- Act as a resource for the Board when information and recommendations are requested on issues that pertain to the Long-Range Plan.

Organization

- The Committee shall consist of no more than five members, with Board members from each of the following organizations appointing no more than one member each: APCO, CALNENA, CFCA, CHP, CPCA, CSSA. Board members may designate Committee members as long as they are the same as the Board designated persons.
- The term of a Committee member shall correspond to that of the Board member they represent.
- The Committee Chair shall be designated by the Board.
- The Board may remove members from the Committee, with or without cause.
- Committee members unable to attend a meeting must report their inability to attend the meeting to the Chair. The Board member being represented on the Committee may designate a representative.

- The California 9-1-1 Emergency Communications Office may attend Committee meetings at the request of the Committee.

Functions and Responsibilities

- Recommend the principles and priorities of the State 9-1-1 Office's long-range plan, specifically those addressing governance, long-term financial sustainability, outreach and communications, and research. The Committee will recommend to the Board the responsibility centers and primary vehicles through which Board planning priorities are to be carried out.
- Build and strengthen the Boards strategic planning infrastructure including:
 - Developing and recommending to the Board a portfolio that optimizes the accomplishments of the Board's long-range planning goals including review of mission, areas of focus, and future economic and organizational model.
 - Recommend to the Board a set of performance measures for NG9-1-1.
 - Monitor, refresh, and update the Board's long-range plan and other Board strategic plans.
- Ensure that the long range and strategic plans of the State 9-1-1 Office are well-aligned with strategic priorities of the future of 9-1-1.
- Perform other functions as directed by the Board.

Targets for Success

- A state funding level that reflects a position of high priority.
- A governance structure that facilitates optimal 9-1-1 funding and call answering performance.
- Outreach and communications regarding 9-1-1 education.
- Teaching and learning approaches that reflect best practices in the profession and take advantage of technologies and delivery methods that achieve both strong outcomes and efficiencies.
- Research policies, practices, and partnerships that produce outcomes among the state to improve efficiencies and effectiveness in the 9-1-1 community.